

IOWAccess Project 9
STAWRS
Team Meeting
February 19, 1998
1:30 - 3:30 p.m.

Team Members Present

Wayne Cooper
Larry Venenga
Tim Erwin
Jim Green
James Rowland
Ronald Butler
Rich Columbo
Donna Hockensmith
Rita Cox
Jan Moen

Linda Plazak

Staff:

Joe Shannahan
Ruth Melone

1. Paper pilot project update and issues to be resolved (Wayne, Larry, & Donna) Venenga reported. Surveys have been mailed to 10-15 employers several weeks ago. Two employers have responded. Hopefully more surveys will be returned in coming weeks. A decision must be made about software for data entry. Venenga will meet with the vendor that IWD uses to key other reports, and discuss how to get the software program written or how to get the paper reports keyed, so the reports can get into the system. Later, we will need the software to transmit those reports. Nothing has been submitted in DC yet in terms of approving the paper form. For 1998, there are some instructional type changes that need to be made for the first quarter forms. John will work on updating that form. OMB will need to approve the paper form before real transmittals are being done. Two to three weeks' lead time is necessary. Hockensmith suggested another random sample, in order to get a larger response.

2. Electronic pilot project update and issues to be resolved
Columbo reported. Last week, Roland, Green, and Columbo visited Des Moines. Diskettes and software had been sent to volunteer reporters. On Tuesday and Wednesday, they walked the volunteers through transmitting the data to Workforce Development. All six participants successfully transmitted data. The software seemed fairly easy to use with a little coaching. Several bugs and ways to improve the software were identified. For a first

run, it was very successful. Cooper sent a thank you to all six participants. There was good input and interaction with taxpayers.

Cooper thanked the Green and Rowland for all their work. Cooper felt it was a positive experience.

Roland reported on the software. There is a list of changes that will be made to the software. Each of the problems discovered will be addressed, they will add functionality, making screens easier to use, and offer an easier methodology for participants.

Green reported on telecommunications. The transmissions went well. Green walked the participants through it with a standard windows package. It will be more automated in the future. There will also be filename procedures. The employers were enthusiastic and offered some good ideas, and interacted well with the software. Overall, it was very successful.

Coxe stated that she noticed on the Iowa part where individual's wage information was entered, a wage location code needs to be added. This is not included on paper form, but needs to be included on electronic form. Coxe stated that the software seems to be working okay, and is looking forward to seeing improvements in March. Coxe will fax a list of top ten errors to Butler.

Columbo will send information about security certification process. Iowa now has C2 security.

Plazak stated that a security RFP was issued three weeks ago. ITS is working to come up with an enterprise plan that would offer security to all state agencies. Responses are expected within three weeks. Implementation will begin as soon as possible. C2 security is built into Project 1.

The IRS will probably come to Iowa and test the system before they will certify.

Security issues still need to be resolved. That may put Project 9 behind schedule. Until C2 certification is obtained, we will not be able to have live transmittal.

IRS Chief Counsel has not yet addressed the electronic submissions. That will be a sticking point.

If we stay in a stand-alone system, that system by itself can be certified. There was further discussion regarding security and digital signature.

3. Technology issues update and issues to be resolved

4. Evaluation Plan Update

Columbo has an updated copy of the VRI update. He will review it, and send it to Iowa.

The information will be distributed to the team. Vector Research is a contractor that STAWRS uses for project planning. They are doing many business cases outlining cost benefits. They will do project planning and cost benefit analysis for the Iowa project. This would be included in the agreement with the state, with lots of specifics. They are working on the same issue with Montana. The Iowa agreement will look very similar to the Montana agreement.

Hockensmith stated that it will be difficult to transmit live data by the second quarter.

Cooper asked if there was some data we should be submitting to assist with the evaluation plan.

Hockensmith stated that she has already received information from Venenga.

Hockensmith will send a list of the data that is necessary to collect, but stated that Iowa already has good baseline data.

5. Legislation Update:

Dohse sent a copy of the legislative package given to Grassley's office. The only information we have is that they have the information and will be working on it. There is a new bill that's been introduced in the House, and is now being considered by the Senate Finance Committee. Sampson downloaded the administrative version of the bill. There needs to be a section on cooperative agreements and common data. There is currently no legislation to allow this. Hockensmith stated that they are relying on Iowa to help move this through.

6. Bid Estimate for Software Work from SCI:

The SCI proposal will be ready on February 25.

7. Information on IOWAccess:

Plazak reported that a vendor has been identified to do the Project 1 piece, which is the front door for the system. All of the projects are on schedule.

Hockensmith stated that an Internet solution will not be possible.

Cooper stated that Project 9 is outside of the Internet and will stay there until all of the security issues are addressed and resolved.

8. Next Meeting:

The next meeting is scheduled for March 19. Sites include:

Des Moines: Iowa Workforce Development, 1000 E. Grand Avenue (Origination site)

Charles City, National Guard, 2003 Clark Street

Davenport, North High School, 626 W. 53rd & Davenport

Fairfield, National Guard

Washington, DC, Veterans Affairs